POLICY AND PROCEDURES FOR USE OF TEST BEAM AT FERMILAB

May 27, 2010

Goals:

The goal of the Fermilab Test Beam Program is to provide flexible, equal and open access to test beams for all detector tests, with relatively low bureaucratic overhead and a guarantee of safety, coordination and oversight.

This is accomplished via the preparation and consideration of a Memorandum of Understanding (MOU) for each test beam effort, which is signed by the experimenters and Fermilab Division Heads and Associate Directors.

This same process is used for small scale experimental installations which do not use accelerator beams.

Scheduling:

The Director's guideline for test beam users effect on antiproton production and neutrino beams is currently 5%. To maximize the effective use of test beams at Fermilab, we wish to retain the following options:

- Each installation should setup to ensure easy movement of test equipment into and out of the test beam.
- We will encourage coincident use of the six stations in the current MTest beam line, with thin-detector users upstream of thick-detectors.
- Run options may include 12 hour operation at full rate, or round-the-clock operations at half rate.
- We encourage users to avoid DAQ readout limitations in their tests, to ensure effective use of test beam resources.
- Additional beam lines may become possible.

Large Scale Efforts:

Large scale test beam efforts may need further consideration by the Directorate, using, for example, advice from the Physics Advisory Committee. Thresholds for this level of consideration may be set if needs cannot be met by existing test beam capabilities, if there is an oversubscription of the facilities, or if there is a desire for long, exclusive dwell time in the beam. The goal of such further consideration will be to ensure ecumenical scheduling.

More Information:

Interested test beam users should contact the Fermilab Test Beam Managers (currently Aria Meyhoefer, or Doug Jensen) for information on becoming a user or how to draft an MOU. For more information on the Test Beam Facility, please see our website at: http://www-ppd.fnal.gov/MTBF-w/